

FREQUENTLY ASKED QUESTIONS (FAQS)
CIRCULAR LETTER OF BANK INDONESIA NO. 11/ 14 /DPM
DATED MAY 18, 2009
REGARDING THE AMENDMENT
TO CIRCULAR LETTER OF BANK INDONESIA
NUMBER 10/29/DPM DATED SEPTEMBER 2, 2008
REGARDING THE PROCEDURES FOR THE SUBMISSION OF
APPLICATION, REPORTING AND SUPERVISION OF SUB-REGISTRY

1. **Q. What are the changes to this External Circular Letter compared to the previous External Circular Letter?**
 - A. This External Circular Letter adds the regulations related to the implementation of the Bank Indonesia-*Scripless Securities Settlement System* Information System (BI-SSSS Information System), improvement of the regulations related to the reporting obligation of the Sub-Registry, submission of the relevant reports, addition to the procedures for using BI-SSSS Information System and adjustment of the obligation of the Sub-Registry to follow-up the findings with the existing reporting obligation improvement.
2. **Q. What does BI-SSSS Information System refer to?**
 - A. BI-SSSS Information System is a system provided by Bank Indonesia to *Sub-Registry* as a facility for reporting and reconciling BI-SSSS data in relation to the administration of individual customers.
3. **Q. What reporting obligations shall the Sub-Registry fulfill?**
 - A.
 - a. Daily Reports shall be submitted on the same day of the date of changes to the individual ownership records in the Sub-Registry recording system
 - b. Reports on the results of Commercial Paper issuance transactions and *buyback/debt switching* transactions not conducted through BI-SSSS shall be submitted on the same day of the date of

transaction settlement through BI-SSSS Information System

- c. Monthly Reports shall be submitted by no later than 2 (two) business days after the end of a month
- d. Annual Reports shall be submitted by no later than 1 (one) month after the end of a calendar year
- e. Reports on the changes to Sub-Registry Administrators and/or Sub-Registry Management shall be submitted by no later than 7 (seven) business days after the changes
- f. Reports on the results of audit by an independent auditor regarding the security of the Commercial Paper recording system in a *scripless* manner shall be submitted by no later than 1 (one) month as from the report date
- g. Photocopies of the reports on the results of audit from the Custodian supervisory authority on the security of the Commercial Paper recording system in a *scripless* manner shall be submitted by no later than 1 (one) month as from the report date
- h. Other reports shall be submitted in accordance with the period stipulated in the notification of Bank Indonesia

4. Q. What are the procedures for accessing BI-SSSS Information System?

- A.** The Sub Registry can access BI-SSSS Information System by providing a communication network in the form of *leased line* or *dial up* network and submitting an application for access to BI-SSSS Information System to Bank Indonesia.

5. Q. What are the obligations of the Sub-Registry in relation to BI-SSSS Information System?

- A.** The Sub-Registry shall be obligated to:
- a. provide internal provisions regarding the use of BI-SSSS Information System;
 - b. reconcile on a daily basis the settlement data which has been

reported to the Central Registry with the transaction settlement data existing in the Sub-Registry; and

- c. correct the reporting data through BI-SSSS Information System, in the event of any mistakes in the Daily Reports and the reports on the results of Commercial Paper Issuance transactions and *buyback/debt switching* transactions not conducted through BI-SSSS .

6. Q. What procedures must be followed in the event of any change of users or failure to access the network or the application of BI-SSSS Information System due to erroneous password?

- A. The Sub-Registry shall submit a request for change of user or a request for password reset to Bank Indonesia.

7. Q. What are the customer data maintenance procedures?

- A. a. Addition/registration of new customer data
This is conducted by the Sub-Registry through ST Client which will automatically add the AID in the master database of BI-SSSS Information System at the time of delivery of transaction settlement data for the relevant customer for the first time. The new AID will also be added automatically in the master database of BI-SSSS Information System during the report delivery through BI-SSSS Information System.
- b. Corrections of customer data
Corrections are made by the Sub-Registry in ST Client and/or BI-SSSS Information System.
- c. Deletion of customer data
This is conducted by Sub-Registry in ST Client.

8. Q. What are the procedures for the submission of reports through BI-SSSS Information System?

- A. The reports shall be submitted by the Sub-Registry through BI-SSSS Information System by uploading the reports in a certain format in

accordance with the reporting window time which can be seen in BI-SSSS Information System.

- 9. Q. What are the procedures for transaction settlement corrections?**
- A.** Report corrections shall be made through BI-SSSS Information System in accordance with transaction correction window time which can be seen in BI-SSSS Information System, and the supervisor shall approve the corrections made.